

PORTFOLIO HOLDER DECISION RECORD



Report subject	Christchurch Recycling Centre opening hours
Decision maker	Councillor Mark Anderson – Portfolio Holder for Environment, Cleansing and Waste
Decision date	Not before 24 November 2021
Decision taken	<p>The current opening hours at Christchurch Recycling Centre (CRC) are 9.00am - 18.00pm from 1st April to 30th September and 10.00am -16.00pm 1st October - 31st March.</p> <p>These opening times were in place when BCP Council took over the site in April 2020 from Dorset Council.</p> <p>The site is operated by W+S Waste Management Ltd, a contractor operating all the Household Waste Recycling Centre for Dorset Council.</p> <p>The 2 other sites in BCP Council open from 9:00am – 16:00pm in winter and 9:00am -17:00pm in summer. All 3 sites are open 7 days a week.</p> <p>Dorset Council have recently (1st October 2021) changed their opening hours to match those of our other 2 sites.</p> <p>All the Dorset sites and our site at Christchurch are operated by W+S Waste Management Ltd. W+S have now made a proposal to BCP Council officers to change the hours at CRC to bring them into line with their other sites.</p> <p>It is proposed BCP Council agree to the change in hours at the CRC.</p>
Reasons for the decision	<p>An agreement to accept the proposal will result in equalising the provision across the 3 BCP Council Household Waste Recycling Centres.</p> <p>This change will support the contractor W+S to operate more efficiently between sites ensuring best use of their resource allowing for shared staff, equipment and haulage.</p>
Call-in and urgency:	Subject to any urgency provisions which shall be identified, this decision will not come into force, and may not be implemented, until the expiry of 5 clear working days after the decision was made, recorded and published.

Corporate Director	Chief Operations Officer
Responsible officer	Su Mihelic
Wards	Council-wide
Status	Open
Background	<p>BCP Council took over the ownership of the CRC in April 2020 from Dorset Council.</p> <p>The site is operated by W+S Waste Management Ltd, a contractor operating all the Household Waste Recycling Centre for Dorset Council.</p> <p>At the time of transfer (April 2020), all the Dorset Household Waste Recycling Centres had opening times of</p> <p>Summer (1st April – 30th September) 9:00 -18:00 Winter (1st October – 31st March) 10:00 – 16:00</p> <p>The BCP Council sites in Poole and Bournemouth opening hours are</p> <p>Summer (1st April – 30th September) 9:00 -17:00 Winter (1st October – 31st March) 9:00 – 16:00</p> <p>In April 2021, councillors made a decision (as part of a wider decision on van permits) to keep the current hours (Dorset Council hours) in place.</p> <p>However, Dorset Council have recently changed their opening hours (came into operation on 1st October 2021) and they are now in line with the BCP Council hours.</p> <p>W+S Waste Management Ltd have proposed to change the CRC hours to reflect those of the sites in Dorset and BCP Council.</p> <p>This would equalise the service across wider Dorset and reduce any confusion about access to sites for residents.</p> <p>It will also allow the contractor (W+S) to effectively manage their service with haulage, staff and other resources.</p> <p>There is a traffic counter at the site that records traffic in and out of there site- figures for entry between 17:00 and 18:00 in summer are lower than across the day.</p>
Options appraisal	There are 2 options -

	<ul style="list-style-type: none"> • Keep the current hours. The disadvantages would be a different service offer at the CRC (opening hours would be different to all other sites in wider Dorset) and an increased challenge for the contractor to utilise staff and resources across their service. An advantage for BCP Council residents to retaining the current hours is the lack change as change can cause confusion. The loss of an hour in the summer months (from April 2022) to access the site as the new proposed hours will result in the site closing an hour earlier than currently. • Adopt the new proposed hours. The disadvantages include the potential confusion to a change in opening hours. The advantages include the following – an extra hour in the winter months to access the site (the late opening hour has occasionally resulted in queues at the site prior to opening). The extended summer opening hours have caused the contractor issues in recruitment as the summer working of 08.00 – 18.00 is not attractive to new applicants. With low use during the hours of 17.00-18.00 (in summer) losing an hour in the summer and increasing an hour in the winter will have benefits for both BCP and W&S and brings the opening hours in line with all other BCP Council and Dorset Council sites. Making the change at this time (in the winter months) will increase access to the residents in BCP Council area. <p>NB. All 3 sites are open 7 days a week</p>
Consultation undertaken	<p>The following officers and councillors have been consulted:</p> <p>Cllr Mark Anderson – Portfolio Holder for Environment, Cleansing and Waste</p> <p>Kate Langdown – Director of Environment</p> <p>Ian Poultney – Head of Sustainability and Strategic Development</p> <p>David Rickards – Waste and Contracts Manager</p>
Financial/Resource implications	There are no known financial implications to this decision.
Summary of legal implications	There are no known legal implications to this decision
Summary of sustainability impact	There are no known implications for sustainability
Summary of public health implications	<p>There are no known public health implications</p> <p>The site will continue to be open 7 days a week</p>

Summary of equality implications	The proposed change does not adversely affect any resident as access hours to the site will remain the same over the year and the site is open 7 days a week allowing those in work the opportunity to visit the site on a non-working day.
Summary of risk assessment	There are no additional risks to the proposed change in opening times. There will need to be a comprehensive communication plan so ensure residents are aware any change. This proposal comes at a time where new signage is already in progress.
Conflicts of interest declared by Cabinet member consulted on this decision	Not applicable
Background papers	A briefing paper was presented to Cabinet on 16 th December 2020 aligning the policies at the 3 BCP Council Recycling Centres. This paper aligned the van permit, charity waste and chargeable policies. However, at that time the paper recommended the opening hours remained the same as the other contractor sites in Dorset Council.

Equality Impact Assessment: conversation screening tool

[Use this form to prompt an EIA conversation and capture the output between officers, stakeholders and interested groups. This completed form or a full EIA report will be published as part of the decision-making process]

Policy/Service under development/review:	Change to opening hours at Christchurch Household Waste Recycling Centre (CRC)
What changes are being made to the policy/service?	<p>The current opening hours at CRC are 9.00am - 18.00pm from 1st April to 30th September and 10.00am -16.00pm 1st October - 31st March.</p> <p>These opening times were in place when BCP Council took over the site in April 2020 from Dorset Council.</p> <p>The site is operated by W+S Waste Management Ltd, a contractor operating all the Household Waste Recycling Centre for Dorset Council.</p> <p>The sites in Dorset Council have changed their opening hours from 1st October 2020 to reflect the opening times at the Poole and Bournemouth Recycling Centres.</p> <p>The proposed change to hours will align all the sites in BCP Council and will also reflect the changed hours in Dorset Council.</p> <p>All the sites remain open to the public 7 days a week.</p>
Service Unit:	Environment
Persons present in the conversation and their role/experience in the service:	<p>Kate Langdown – Director of Environment</p> <p>Ian Poultny – Head of Sustainability and Strategic Development</p> <p>David Rickards – Contracts and Waste Manager</p>
Conversation dates:	<p>28th September 2021</p> <p>30th September 2021</p>
Do you know your current or potential client base? Who are the key stakeholders?	All BCP Council residents can use all 3 Recycling Centres along with certain postcodes in the Dorset Council area.
Do different groups have different needs or experiences in relation to the policy/service?	No, the site will be open for the same overall hours and on 7 days a week, allowing for access to all groups.
Will the policy or service change affect any of these service users?	No
[If the answer to the three questions above is 'don't know' then you need to gather more evidence and do a full EIA. The best way to do this is to use the Capturing Evidence form]	
What are the benefits or positive impacts of the policy/service change on current or potential service users?	The change will equalise the service across BCP Council Recycling sites. It will also increase the hours the site can be accessed during the winter period (normally 1 st October – 31 st March)

What are the negative impacts of the policy/service change on current or potential service users?	The change to opening times at Christchurch will have no negative impact on site users during the winter hours as they will increase access to the site. However, the summer hours (starts 01/04/22) will reduce, open until 17:00 rather than 18:00. The overall annual hours the site is open will not change. The site remains open 7 days a week
Will the policy or service change affect employees?	No
Will the policy or service change affect the wider community?	Yes – the site at Christchurch will come into line with the other Recycling Centres in BCP Council and these will also be in line with the sites across the wider Dorset area.
What mitigating actions are planned or already in place for those negatively affected by the policy/service change?	The change to the opening times will be communicated to BCP residents using the website, new signage at the sites and through the online newsletters.
Summary of Equality Implications:	There is no foreseen equality impact implications by changing the opening hours as it brings the times in line with the other BCP Council recycling sites.

For any questions on this, please contact the Policy and Performance Team by emailing performance@bcpcouncil.gov.uk